

**CITY OF GREENBELT, MARYLAND
APPLICATION FOR A PUBLIC MEETING RESERVATION
AS PROVIDED BY ORDINANCE NUMBER 636**

Application No. _____

1. Person or organization applying for reservation:

Name _____

Address _____

Telephone No. _____

2. Date of Public Meeting _____

Time Frame _____

3. Purpose of Meeting _____

4. Location (public place to be occupied) **IF IN ROOSEVELT CENTER, CENTER MERCHANTS MUST BE NOTIFIED BY APPLICANT. Public Works should be contacted to ask for recycling services at 240.542.2153.**

If only a portion of public place to be used, describe specific portion

5. Estimated number of persons attending _____

6. Person responsible for conduct of meeting _____

Address _____

Telephone No. _____

7. If an organization, furnish a list of principal officers and managers

NAME

TITLE

ADDRESS

8. Other information:

ALL OF THE ABOVE STATEMENTS ARE TRUE TO THE BEST OF MY KNOWLEDGE,
INFORMATION, AND BELIEF.

Date _____ Applicant's Signature _____

Title _____

Telephone No. _____

Note: If meeting is to be held by, or on behalf of, or for other person than the applicant, applicant shall file from the person proposing to hold the public meeting written authorization for the public meeting application to be made on his or her behalf.